

MINUTES

Approved:

3-12-18

MEETING OF: HISTORIC PRESERVATION COMMISSION
DATE OF MEETING: September 11, 2017
TIME OF MEETING: 5:00 PM
PLACE OF MEETING: Georgina Cole Library Community Room

CALL TO ORDER:

Vice Chair Geldner called to order at 5:05 p. m.

ROLL CALL:

Present: Commissioners Geldner, Bender, Nelson
Absent: Commissioner Boone
Staff Present: Suzanne Smithson, Deputy Library Director

Approval of minutes

- The minutes of regular meeting held July 10, 2017 minutes were approved (Nelson/Bender and vote 3, 0, 1, 0) Commissioner Boone absent.
- The minutes of special meeting held August 21, 2017 were not approved due to lack of quorum who were at the meeting.

Public comment

None

Election of Chair and Vice Chair

The commission moved to postpone the election of Chair and Vice Chair until a new commissioner has been appointed. (Nelson/Geldner and vote 3, 0, 1, 0) Commissioner Boone absent.

Historic property inventory

Assistant City Attorney Ron Kemp, Special Counsel to the City Attorney Pete Grover, and Historic Sites Manager Mick Calarco met with Liaison Smithson regarding potential changes to

the ordinance. They shared a draft of the potential changes and advised that the ordinance, once it has been changed, be sent the City Council. When that is done, then take the property list of historic inventory to Council. The Commissioners would like to look over the draft of the proposed ordinance changes and would like to have a special meeting be held in October to discuss the revisions. Three dates have been set as the tentative date for the special meeting in October with an invitation to the Ron, Pete and Mick to join in on the discussion. The commissioners discussed developing a process on how to add a property to the historic property list and how to develop a plaque program which will be discussed at the January meeting.

Ordinance revisions for the Municipal Code

Same as above

Community clean up event

Liaison Smithson shared with the commissioners Mr. Capp's response regarding a community clean-up of his property at 3140 Highland Ave. At this time he is not interested in receiving assistance in cleaning up. The commissioners would like a letter sent to Mr. Capp thanking him for his response and for taking care of his property and an update sent to Mr. Majer.

Properties of concern

The tree on Chestnut and Tyler, which was removed and asked about by the commissioners, was not a historic tree according to the arborist report. Liaison Smithson shared the arborist report and street tree removal request form. Commissioners recommended that there should be a question on the form to identify if it is a heritage tree candidate. Liaison Smithson said she would follow up with Parks Services Manager, Kyle Lancaster to see if that could be done.

Carlsbad Historical Society update

Commissioner Bender shared that the Annual General meeting of the Carlsbad Historical Society is on Sunday, October 15, 2017 at Carrillo Ranch from 2:00 p.m. to 4:00 p.m.

Commission Liaison announcements

Liaison Smithson updated the commission on the vacancy of the commission. Applications are due September 25, 2017 and will go to council in October.

She informed the commissioners regarding a training coming up (possibly in November) which will discuss meeting protocol. This commission is required to fill out the conflict of interest form 700. This can be done online when notification comes to the commissioners from the City Clerk's office. Another training coming up is for chairs and vice chairs that will include meeting

protocols in the Municipal Code 1.2 and will have elements that will apply to all board and commissions. Revised handbooks will also be distributed soon.

Commissioners would like Liaison Smithson to notify the commissioners of the schedule and length of time for the training.

Liaison Smithson reminder the commissioners of the upcoming Boards and Commissions dinner on October 12.

The commissioners asked Liaison Smithson to follow up with Principal Planner Teri Delcamp about the revisions on the Draft Carlsbad Tribal, Cultural, and Paleontological Resources Guidelines. Commissioner Geldner would like to know when the final is available for review and would like to have a link sent out to the commissioners.

Commissioner comments

Commissioner Bender would like to know the status of having someone from the Planning Commission to be at our meetings. Liaison Smithson related the she and City Planner Don Neu along with Principal Planner Terri Delcamp are meeting to discuss this possibility.

ADJOURNMENT:

Meeting adjourned 6:24 p.m.

Dianna Galindo
Recording Secretary

